



**Town of Arlington, Massachusetts**  
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## Meeting Minutes 02/01/2005

**APPROVED**

**TOWN OF ARLINGTON**  
**REGULAR MEETING**  
**PERMANENT TOWN BUILDING COMMITTEE**  
**TUESDAY, FEBRUARY 1, 2005**

**PRESENT:** John Cole, Chairman  
 William Shea, Vice Chair  
 Kathleen Donovan  
 Robert Juusola

Mark Miano  
 Suzanne Owayda  
 Charles Stretton

**ABSENT:** Thomas Caccavaro  
**PARTICIPANTS:** Stefan Chaires, DRA - Architect

Kevin Nigro, PMA – Project Manager

**CALL TO ORDER:** 7:30 p.m.

### **DALLIN UPDATE – S. CHAIRES/K. NIGRO**

- Mr. Nigro distributed the *Dallin Elementary School Baseline Schedule Review – November 2004* prepared by PMA and the *Construction Phase Steel Installation Schedule*.
- Progress - The final bulk steel delivery for Divisions 9 & 10 was received on Monday. The schedule for steel installation is ten weeks, and it will take the entire ten weeks to complete the work. They are currently into eight weeks of the ten-week schedule. Wood blocking for the roof installation and for some windows on the park side of the building has begun. Exterior wall framing has started. They expect to make up some time on the exterior framing.
- Schedule - Castagna Construction provided a revised baseline schedule. PMA is recommending that DRA accept it as a baseline schedule. The only piece that is missing is the cost-loaded part of the schedule. PMA has permission to speak directly with Castagna's cost scheduler, and Wayne Beauregard of PMA has already contacted him.
- Start/Finish Dates - Mr. Chaires has sent a letter to Castagna regarding the official start and finish dates. He is still waiting for a response. The specifications designate a 457-day time period, while the contract with the town signed and agreed to by the contractor is for a 447-day period.
- Inspections - Two inspections by Foley & Buehl and two by Thompson & Lichtner have passed. Foley & Buehl reported on some issues that will require attention. Castagna's safety coordinator came out to do some inspections.
- Change Proposals - Castagna will have to be pushed with regard to two pending proposals, site sprinklers and additional air conditioning. Outstanding change orders are close to being finalized (some additional asbestos daubs, unsuitable soils, asbestos pipe) and should be received by the next PTBC meeting. There are two other asbestos-related items (Nos. 4 & 5) which have been reviewed and approved by the architect.
- Budget - Mr. Shea distributed a budget sheet for review.
- FF&E Status - Integrated Design met today with teachers and staff. Staff should submit comments and a list of needs by March 1<sup>st</sup>. The example program will be ready by April 1<sup>st</sup>. The FF&E schedule is on track.
- Brick - Brick samples were reviewed. No decision was made. Ms. Donovan and Mr. Cole will meet on Thursday at Spaulding Brick Co. to review brick pallets.

### **PEIRCE SCHOOL UPDATE**

- Boiler Update - According to Mr. Miano, piping to remove baffles will be done in-house and completed by the next meeting. The plumber will be back charged for the work. In addition, Mr. Miano will contact Mike Monte to discuss the freeze stats problem.
- Disability Issues - Mr. Chaires should have the request for the variance on the ramp prepared this week.
- Evaluation Form for Contractor - The committee is required to provide an evaluation of the contractor. Mr. Chaires will review the form.

### **Minutes – PTBC – February 1, 2005**

### **FINAL DISCUSSION**

- Brackett - The process of applying for a permanent occupancy permit has been completed by the architect who has provided an affidavit to the Building Inspector that states that the noise issues have been abated to the satisfaction of the PTBC. The permit issue is pending.
- Hardy - Town Counsel has forwarded a list of dates for the mediation session.

**APPROVAL OF MINUTES**

On a **Motion** by Mr. Shea and seconded by Ms. Donovan, it was VOTED to **approve Permanent Town Building Committee meeting minutes for January 4, 2005.** VOTE: Unanimous

**INVOICES**

On a **Motion** by Ms. Donovan and seconded by Ms. Owayda, it was VOTED to **approve DRA Invoice No. 25 for construction administration services for the Dallin for December, 2004 in the amount of \$15,505.00.** ROLL CALL VOTE: Unanimous

On a **Motion** by Ms. Donovan and seconded by Ms. Owayda, it was VOTED to **approve Conn Kavanaugh Rosenthal Peisch & Ford invoice no. 25176 in the amount of \$818.82 for Hardy School project services and invoice no. 25175 in the amount of \$189.60 for Dallin School project services.** ROLL CALL VOTE: Unanimous

**ADJOURNMENT**

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Marie Carroll